



Public Service Commission of Wisconsin

Ave M. Bie, Chairperson
Joseph P. Mettner, Commissioner
John H. Farrow, Commissioner

610 North Whitney Way
P.O. Box 7854
Madison, WI 53707-7854

January 26, 2001

Re: Electronic Filing of 2000
Alternative Telecommunications Utility--
Cable Television Telecommunications Service
Provider (ATU-Cable TV) Annual Report with the
Public Service Commission of Wisconsin

**Annual Report
Required
by April 2, 2001
DWCCA-AR-2000**

To the Party Addressed:

Our records indicate that you have an obligation to **file** with the Public Service Commission of Wisconsin (Commission) **by April 2, 2001**, an **ATU-Cable TV annual report** covering calendar year 2000 operations.

Please note the following concerning the 2000 ATU-Cable TV annual report:

1. **Electronic filing is required for the 2000 annual report. Hardcopy or facsimile filing of the 2000 annual report is not permitted.** The Rules for Reporting page in the annual report contains additional instructions for filing this annual report.
2. The 2000 ATU-Cable TV annual report is a Microsoft Excel 97 file that is available on the Commission's Web page at <http://www.psc.state.wi.us>. See the "2000 Annual Report for ATU-Cable TV" item in the Telecommunications section of the Web page.
3. The ATU-Cable TV annual report is required under Wis. Stat. § 196.25 and penalties can be imposed under Wis. Stat. § 196.66 for failure to file by the statutory filing date.
4. **Public Filing**
If you intend to file the report on a public basis, you may either file the electronic report via e-mail (pscsecs@psc.state.wi.us) as an attachment, or mail (or send via courier) a diskette to the Commission. The public version of the report should be saved with the name "CTV00_XXXX.xls" with "XXXX" representing your company's 4-digit Commission utility identification number. (Your company's 4-digit Commission utility identification number is available on the Commission's Web page at http://www.psc.state.wi.us/a_unfl/default.asp.)

5. **Confidential Filing (Disregard this item if no portion of your company's report is to be filed on a confidential basis!)**

On October 23, 2000, the Commission issued an order in docket 1-AC-201 and implemented an Emergency Rule for Confidential Filing. A copy of the order in docket 1-AC-201 is available on the Commission's Web page at http://www.psc.state.wi.us/a_cms2/default.asp. Keep in mind that this rule may be modified by the date on which you file your completed 2000 annual report.

If you intend to file portions of the report on a confidential basis, you may file the report via regular mail or courier (not via e-mail) on a diskette. The confidential version of the report should be saved with the name "CCTV00_XXXX.xls." No information in this file should be masked. A second file, the public version of the report, must also be created. Begin with the saved "CCTV00_XXXX.xls" file and paste the word "CONFIDENTIAL" in all cells of the Excel file that you do not want available to the public. Then save the file with the name "CTV00_XXXX.xls."

If your report is to be filed on a confidential basis, all questions contained in the Rules for Confidential Filing should be answered and filed, together with a Confidentiality Request form and notarized affidavit, with the completed annual report.

6. If a merger, takeover, combination, or other business reason results in a different name on the filed 2000 annual report from that shown on the envelope associated with this mailing, an explanation should be provided, either in the e-mail accompanying the electronic filing or in a separate letter accompanying the diskette filed with the Commission. This explanation should include the date of the change and the affected entities with their respective 4-digit Commission utility identification numbers.

A name change is not effective in the Commission's records until a separate notification letter is sent to the Commission including documentation to confirm registration of that change with the State of Wisconsin Department of Financial Institutions (DFI). (DFI application forms and instructions can be obtained by calling DFI at (608) 261-7577, using their web page at www.wdfi.org, or by writing to P.O. Box 7846, Madison, WI 53707-7846.). (Your company's name as shown in the Commission's records may also be verified on the Commission's Web page at http://www.psc.state.wi.us/a_unf1/default.asp.)

7. Revisions, if any, to the annual report subsequent to filing with the Commission must follow the procedures set forth in the Rules for Reporting on page 2 of the report.

8. Be certain to report requested e-mail and Web site address information. Notification of the availability of the 2001 annual report form will be accomplished via e-mail (rather than by regular mail).

Do **not** send your annual report to the State of Wisconsin Department of Financial Institutions or the State of Wisconsin Department of Revenue. Send your company's annual report to the Commission's e-mail address (pscsecs@psc.state.wi.us) or, if remitting by an electronic diskette, to the Commission's post office box address if using regular mail, or, if using a courier service, to the street address. All three addresses are on the cover page (page 1) of the annual report.

If you have any questions, please feel free to contact me at (608) 267-9504.

Sincerely,

Kevin H. Klingbeil, CPA
Audit Manager
Telecommunications Division

KHK:jah:g:\AR Forms 2000\00 CABLE TV ATU cover letter 01-01